

SECTION C. PORT OF EMBARKATION (POE) INCLUDING **INTRA-COUNTRY AIR AND WATER** DTS TRANSSHIP PORTS

1. General

a. POES are authorized points where shipments leave a country, either the United States or a foreign country. A POE may be for shipments by either air (APOE) or water (**WPOE**) .

b. Other ports which process DTS transshipments that do not leave the country (e.g., **QUICKTRANS**, LOGAIR, or the theater interport portion of an international shipment) follow the same **MILSTAMP** requirements. For simplicity of explanation, these **intra-country** DTS transshipments are included with the procedures for POES (and also PODS).

c. Common-user military water terminals (and military sponsored shipments transshipped through commercial terminals) in CONUS and at selected overseas locations are operated or managed by **MTMC**. At other locations, the theater commander provides for water port operation. The LOGAIR and **QUICKTRANS** air systems are managed by AFLC and NAVSUPSYSCOM respectively. MAC operates or arranges operation of air terminals serving MAC channels flown by scheduled MAC aircraft. Aerial ports that are not operated by MAC are provided by the branch of Service that operates them or, in the case of the Air Force, by the major command concerned.

d. At CONUS MAC **APOEs**, the **MATCU** works with the APOE to ease completion of the transshipment. The **MATCU**, an element of MTMC, provides the following services:

(1) Performs necessary coordinating action with MAC terminal operators to ensure orderly flow of cargo.

(2) Represents the sponsoring Services at the MAC aerial ports in CONUS.

(3) Changes precedence of movement of specific shipments as requested by sponsoring Services.

(4) Responds to sponsoring Service requests for assistance in tracing, "special handling, or shipment status reports.

(5) Ensures timely processing of unscheduled or frustrated traffic.

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(6) Monitors cargo movement through the ports and advises the ACAS of any condition affecting the orderly and expeditious flow of cargo through the aerial ports.

(7) Reports shipment discrepancies to sponsoring Service ACAS and coordinates resolution with the ACA and MAC.

(8) Clears shipments arriving at the APOE without advance TCMD data by coordinating with the appropriate sponsoring Service ACA.

(9) Reports all FMS shipments frustrated by the air terminal to the appropriate ACA for clearance coordination.

(10) Performs, or arranges performance of, inspection and acceptance of vendor supplied materiel at the APOE in accordance with ACA direction.

(11) Arranges for diversion of cargo, including necessary repacking and certification of diverted hazardous materials, in accordance with ACA directions.

2. Procedures

a. Receiving for transshipment

(1) Individual shipments arrive at POES by land, air, or water and are usually accompanied by the appropriate TCMD documentation. This paragraph details receiving procedures for shipments arriving by land (or a **non-DTS** mode); DTS air and water arrivals are detailed in section D.

(2) The TCMD data for each shipment should have been provided to the POE through the clearance authority or booking office. This data is used to **plan** receipt and schedule processing consistent with the TP and **RDD**. The port uses any available data and the assistance of the shipper, sponsoring Service, and clearance authority to prepare documents for shipments arriving without TCMDs. The services of the **MATCU** (paragraph C.1.d.) may also be used. In all cases, the sponsoring Service is notified, by the clearance authority (**MTMC** area command **HQ** MAC for CONUS export), of the late or inadequate submission of documentation, including **TCMDs**. (TCMD submission standards are detailed in chapter 2, figures 2-B-3 and 2-B-5.)

(3) When a shipment discrepancy (overage, shortage, or damage) is discovered, the POE documents and reports the discrepancy

according to the requirements of joint regulation **AR** 55-38, et al. (reference q) . Prior to forwarding damaged shipments, the POE coordinates with the shipper, receiver, and/or sponsoring Service to ensure proper disposition of the materiel. Recoopering, remarking, repacking, and similar services necessary for safe onward movement are provided by the POE. If the shipment was not prepared by the shipper according to military standards (except marking) , the POE obtains either a fund citation to correct the deficiency (unless such costs are incorporated in other handling charges) or disposition instructions from the sponsoring Service. The POE reports inadequate shipment preparation according to the requirements of joint regulation **DLAR** 4140.55, et al. (reference r) .

(4) The POE completes TCMDs by correcting or **entering** missing information. **TCMDs** with estimated entries are corrected by adding actual pieces, weight, and cube. The shipment receipt date (including GMT hour at air terminals) is recorded either on the TCMD or other appropriate receiving document for ready reference. **CONUS** WPOES also enter vehicle identification data on **TCMDs** (additional **DI** TV5 entries created by the terminal) for multiple vehicle shipments.

(5) By completing receipt data and reporting it to the clearance authority or booking office, the POE clears the advance TCMD expected receipt file. Any shipment not received at (or offered for delivery to) the POE by the end of a specified period following the ETA is also reported to the clearance authority. The late or nonreceipt is reported as follows:

<u>Type of shipment</u>	<u>Report if not received within</u>
Air shipments documented for Expedited Handling	1 day following ETA
All other air shipments	5 days following ETA
All water shipments	15 days following ETA

(6) Questionable, erroneous, or missing TACS

(a) When the TAC for a shipment unit is questionable, erroneous, or- missing, the POE notifies the appropriate sponsoring Service/Agency-representative of the error in accordance with local procedures. The sponsoring Service/Agency is determined by the first position of the TAC for personal property and unit move shipments or the first position of the consignee **DoDAAC** for all other shipments.

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(b) Corrections are provided by the sponsoring Service/Agency representative within 5 working days of notification. A nonsignificant TAC (000) is assigned in accordance with DoD 4500.32-R, Volume II. For Navy-sponsored shipments, a nonsignificant TAC is only assigned in accordance with DoD 4500.32-R, Volume II, chapter 7, paragraph A.1.8. (3).

b. Planning for loading

(1) Receipt information and, at **WPOEs**, advance TCMD data are used for planning the loads to be lifted from **POEs**. In general, shipments are processed on a first-in, first-out basis within the assigned transportation priorities. Priorities may be commingled and processed according to pallet, module, conveyance.

(2) The load planning process is designed to make the most efficient use of space consistent with the safe operation of aircraft and vessels. **Preload** planning minimizes ground or onberth time. For both air and water, planning considers the capabilities of the conveyance, the weight and dimensions (configuration) of the individual pieces, the perishability of the cargo, and the compatibility of shipments.

(3) The port makes the necessary plans in coordination with the clearance authority/booking office and the carrier.

(a) Air terminals work with the MAC, the ACAS, and the aircraft crew to ensure planning is complete prior to loading.

(b) Water terminals work with MSC, the booking office/clearance authority, and the representatives (including crew) of the vessel operator. Planning, called prestowage planning, is done for all **breakbulk** ships whether they are MSC controlled or arranged.

1 The Military activity responsible for the water terminal prepares the prestowage plan when MSC controlled shipping is used. When cargo is to be loaded on a MSC arranged commercial ship, the booking office/OCCA coordinates the preparation and implementation of prestowage plans with the commercial operator. MSC representatives resolve any problems which may arise between the booking office/clearance authority and the commercial operator in preparation of the plans.

2 The ocean terminal or booking office provides the carrier with berth space planning information at least 72 hours (excluding Sundays and holidays) before the ship's onberth date. The planning information **provided also includes** the specific location,



dimensions, and total cube of the available stowage space as provided by the vessel operator. In turn, the commercial operator confirms the hour/day the ship will be available for loading.

c. Loading the shipment. **Both** aircraft and vessels are loaded according to standard practice for the type of conveyance. To assist in maintaining shipment integrity, multiple piece shipment units are stowed together, i.e., block stowed, when reasonably possible. Any split stowage necessary is documented by use of the TCN split shipment codes as detailed in appendix C, paragraph 11.

d. Preparing shipping documentation

(1) After loading, a final plan showing the location of cargo on the aircraft or ship is prepared.

(a) For air shipments, a load/sequence breakdown worksheet is prepared by the aircraft load planner. The worksheet is used to document the location of cargo/mail/passengers aboard the aircraft and as a supportive document for preparing the DD Form 365-4, Weight and Balance Clearance Form F, or civilian equivalent.

(b) For water shipments, the cargo stowage plan is prepared by the military water terminal operator for breakbulk vessels. Cargo stowage plans need not be prepared by the military when cargo is loaded and discharged at commercial terminals and transported under MSC Shipping Contract/Shipping Agreement/Container Agreement, berth term tariff, berth term reduced rates, or TGBL SEAVAN arrangements. On a **LASH/SEABEE** vessel, the last four digits of the barge number are considered a stow location and no internal stowage plans are required for cargo in the barge.

1 The cargo stowage plan includes:

a A graphic representation of the cargo onboard by tonnage (LT and MT), location, and WPOD. Cargo stowed in lower holds is shown in side view while that stowed on deck and between decks is shown in top view.

b A summary by hatch location of cargo to be discharged **at** each port.

c A summary and location of heavy lifts.

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d The capacity and location of the ship's booms.

e Vessel characteristics.

f Remarks on special items of cargo such as the location and quantity of mail, cargo of unusual value, protected cargo, etc.

2 The plan is used for loading and discharge at each subsequent port. It is a cumulative plan and shows all cargo on board regardless of loading port. When vessels load or discharge at more than one port on a voyage, each terminal prepares and distributes the required number of plans to all subsequent terminals, their representative MSC activities and area commanders, and (for MTMC CONUS ports) the MTMC area command regardless of whether loading and/or discharging is planned at those ports. Complete distribution instructions are detailed in figure 3-C-11.

(2) A manifest listing the cargo loaded on each aircraft or vessel is prepared by the POE or its clearance authority. The information contained on each TCMD provides the basis for preparing the manifest with the terminal operator adding necessary loading detail. The manifest, prepared in TCMD format (either automated or on a DD Form 1384) or in the manifest format (either automated or on a DD Form 1385), is used to verify delivery of cargo, support billing for services, and to justify claims resulting from cargo discrepancies. Manifest documents are unclassified except when the sponsoring Service indicates a need for security classification. When classified, manifests are processed in a manner consistent with DoD 52001-R (reference b) . For water shipments, the cargo traffic message indicates the security requirements.

(a) For air shipments by MAC, LOGAIR, or QUICKTRANS, the air cargo manifest is prepared as detailed in this subparagraph as well as regulations and instructions issued by the air system sponsor. Specific instructions for completing document entries on MAC air manifests are detailed in figure 3-C-3.

1 When preparing air manifests, the APOE:

a Completes separate manifests for cargo and mail. Each manifest prepared is assigned a separate air cargo manifest reference code as detailed in appendix F, paragraph 21.

b Groups **palletized** (463L aircraft pallets) shipment unit data under a separate pallet header within each manifest.

c Arranges **nonpalletized** (463L aircraft, -pallets) shipment unit data in TCN sequence within each manifest.

d Lists **palletized** (463L) shipment unit data first when the total aircraft load consists of both **palletized** and nonpalletized cargo on a single manifest reference number.

e Ensures punch cards (for automated processing) are sorted and secured into the same order as the manifest they accompany.

f *Prepares a manifest correction (automated record or manual DD Form 1384/DD Form 1385) upon discovery of a significant error (e.g., incorrect pieces, weight, or cube) . The corrected manifest punch card with a "12 zone" overpunch in the priority field (rp 53) or a copy of the corrected manifest page (s) prominently marked "Corrected Manifest" are promptly forwarded to the destination air terminal (APOD) .*

2 The APOE distributes the manifest to ensure its receipt by the time of aircraft arrival. A copy of the manifest is sent with the aircraft whenever feasible and also transmitted to the APOD when communications facilities permit timely transmission and receipt. In addition, the APOE sends a copy of the manifest or other similar lift data to the ACA.

(b) For water shipments in the DTS, a manifest complete with a variety of related documents is prepared by the ocean manifesting activity and/or the loading terminal. These manifest documents include the actual manifest, manifest recapitulation, manifest summary, and the cargo traffic message. In addition, a bill of lading is prepared when DOD cargo is transported by common carrier ocean service and not arranged under a MSC Shipping Contract, Shipping **Agreement**, or Container Agreement.

1 The ocean cargo manifest is prepared by the WPOE or, in CONUS, by MTMC. A manifest is prepared for each WPOD and segregated according to the type of vessel or loading method. In addition, hazardous materials and dunnage / lashing gear are listed separately. These segments are described below. Complete instructions for preparing the ocean cargo manifest are provided in figure 3-C-5 with

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distribution outlined in subparagraph f below and detailed in figure 3-C-11 .

a A breakbulk vessel manifest is separated by:

(1) Service or Agency (identified by the first position of the ultimate consignee).

(2) Stowage location by hatch (see appendix F, paragraph 20) .

(3) Consignee (one per page).

b A container (SEAVAN) vessel manifest is separated by:

(1) Service or Agency (identified by the first position of the SEAVAN consignee) .

(2) SEAVAN consignee (one per page).

(3) SEAVAN service code (as explained in appendix C, paragraph 10, TCN position 15 and 16) .

c A LASH/SEABEE vessel manifest is separated by:

(1) Barge number (one per page).

(2) Service or Agency (identified by the first position of the ultimate consignee).

(3) Consignee (one per page).

d Hazardous Material is listed on a separate page for each WPOD. The listing is prepared by the military terminal operator for cargo transiting military terminals and by the commercial terminal operator for shipments over commercial piers.

(1) In addition to other elements of data required by MILSTAMP, this "Dangerous Cargo List (or manifest)" includes the official number (or IRCS) and nationality of the vessel as provided by the booking office. The manifest is certified as accurate in accordance with the requirements of 49 CFR (reference m) .

(2) Insert component parts and, except as detailed in paragraph C. 2. d. (2) (b) 1d (3) of this chapter, ORM-D materiel are not included in the hazardous material section of the manifest. Both are manifested as general cargo using the applicable commodity codes.

(3) Consumer Commodities, ORM-D, loaded on to a vessel at a military pier are documented in a separate section of the manifest, unless other materiel in the **SEAVAN/MILVAN** requires inclusion in the hazardous material section. The **ORM-D** section of each copy of the manifest placed on the ship is prominently identified on the section cover sheet by the following statement: "**ORM-D Hazardous Materials of Various Classes in Small Receptacles, Commodity Code 70D. IMO Competent Authority Certification(s) USA/Numbers(s) attached.**"¹

e Government-owned dunnage and lashing gear, complete with distribution instructions, are listed on the recapitulation for each POD.

f The manifesting activity establishes procedures for manifest distribution to support **MILSTAMP** requirements.

(1) **Manifests are normally distributed in automated record format. If lack of facilities for sending and/or receiving manifests in automated record format or other circumstances preclude such transmission, the manifesting activity, clearance authority, and WPOD develop alternative arrangements.**

(2) Regardless of the method of transmission, the manifesting activity establishes procedures to ensure the manifest is received by the WPOD as early as possible before the vessel arrives. Manifests for destinations with the shortest sailing times are given priority.

¹ A copy of each certification is attached immediately behind the section 'cover sheet. The terminal operator makes provisions for providing the commercial vessel operator with a copy of the certification for SEAVANs/MILVANs loaded over a **commercial pier.**

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If transit time to the
first WPOD is:

7 days or less

8 days or more

The manifest is forwarded within:

72 hours of vessel departure from the
WPOE

5 days of vessel departure from **WPOE**

If distribution of the manifest is delayed so that it will not arrive before the vessel, the manifesting Agency provides the clearance authority and **WPOD** (by **ETM**), the firm date/time the manifest will be transmitted.

(3) To allow a vessel to sail **without** waiting for complete manifest documents including the Recapitulation and Summary, the WPOE places vessel papers onboard. Vessel papers are used to satisfy port clearance requirements and include TCMD data such as destination, commodity, TCN, pieces, weight, cube, stow location, voyage number, vessel name, and sailing date. A dangerous cargo (hazardous materials) list is also included when applicable. Neither vessel papers nor cargo manifest documents are placed on board commercial vessels engaged in common carrier trade and loaded at commercial piers.

2 The ocean manifesting activity issues a manifest adjustment whenever an error or omission is discovered in an already dispatched manifest. Changes in vessel data contained in the manifest header and additions of discharge ports are made to all manifest addressees by message instead of complete retransmission of the entire manifest. All other manifest adjustments are made by one of three methods - supplement, deletion, or correction. The type of adjustment is identified in the manifest adjustment header data as explained in paragraph C.2.d. (2) (b) 2d. All adjustments are sent as soon as practicable to the same addressees and by the same method as the original manifest. Distribution instructions are detailed in figure 3-C-11 and examples of adjustments are shown in figure 3-C-6.

a Manifest supplements are issued to add to the manifest complete consolidation containers (**DI T_K** or **T_L**), with the entire contents (**DI T_M**), as well as individual shipment units not loaded into a consolidation container (**DI T_J**) . (For adjustments to the contents of consolidation containers see paragraph **C.2.d. (2) (b) 2c.**) The manifest **supplement contains** all prime and trailer data for the added shipment units or consolidation containers which were lifted, but not manifested. The manifest adjustment header data is prepared as detailed in paragraph C.2.d. (2) (b) 2d.

b Manifest deletions are issued to remove from the manifest complete consolidation containers (DI T_K or T_L), including contents (DI T_M), as well as individual shipment units (DI T_J). The manifest **deletion** contains only the prime data entries for the shipment units or consolidation containers which were manifested, but not lifted. The entries are identical to those on the original manifest except for a "zero zone" overpunch in rp 53. On the manual manifest, this "zero zone" **overpunch** is shown in the TP entry "as "/" for TP-1, "S" for TP-2, or "T" for TP-3. The manifest deletion header data is prepared as detailed in paragraph C.2.d. (2) (b) 2d.

c Manifest corrections are issued to change manifested information about any shipment unit or to **add/delete** a shipment unit to/from a previously manifested consolidation container. The manifest correction header data is prepared as detailed in paragraph C.2.d. (2) (b) 2d.

(1) For breakbulk shipment units or the prime data on a consolidation container, the correction is made by submitting the old manifest data with an "1I-zone" **overpunch** in rp 53 followed by the new manifest data with a "12-zone" overpunch in rp 53. On the manual manifest, these **overpunches** are shown as follows: n-zone, "J" for TP-1, "K" for TP-2, "L" for TP-3; 12-zone, "A" for TP-1, "B" for TP-2, "C" for TP-3.

(2) When correcting information about the contents of a consolidation container, a "dummy" entry is also made for the container itself. In this container "dummy" entry the pieces, weight, and cube (rp 68-80) are left blank and a 12-zone overpunch is entered in rp 53. The change in the content information is then made in the same reamer as described in subparagraph (1) above.

d Manifest header data (DI TAJ) is prepared separately for each **type of** adjustment and for each **WPOE/WPOD** voyage combination. Multiple adjustments of the same type are grouped under a single header for each **WPOE/WPOD** voyage combination. "The types of adjustment are identified by a letter code in rp 4 followed by the last digit of the calendar year in rp 5 and the three digit day of the year code in rp 6-8. On the manual manifest, this five position identification is included before the voyage number entry in the "Voyage Document **Number**" block'. The following table explains the entry to be made:

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<u>Type of adjustment</u>	<u>rp 4</u>	<u>rp 5-8</u>
supplement	s	year/day of year
deletion	D	year/day of year
correction	c	year/day of year

3 The ocean cargo manifest recapitulation is one use of the DD Form 1386. (Its other use, as a summary, is detailed in paragraph **C.2.d. (2) (b) 4.**) The recapitulation is a summation of all cargo **tonnages** loaded on one ship and is prepared for each manifest (including adjustments) .

a For each **WPOD**, the recapitulation **lists**:

(1) The consignee Service/Agency.

(2) The number of long tons.

(3) The number of measurement tons.

(4) All heavy lifts (10,000 pounds or more) , if any, including length, width, height, stowage location, and the ability of the ship's gear to discharge the item.

(5) Any mail including its stowage location.

(6) Any Government-owned dunnage and lashing gear, including disposition instructions.

(7) The terms of carriage explained in appendix F, paragraph 18.

(8) The number of **SEAVAN/MILVANS** grouped by:

(a) Terms of carriage.

(b) Type of SEAVAN.

(c) The Service/Agency of the SEAVAN consignee (i.e., the first position of the SEAVAN ultimate consignee DoDAAC) .

b Whenever SEAVANs/MILVANs are transported in accordance with the MSC Cent airier Agreement and Rate Guide (reference p) the following statement, signed by the designated administering contracting officer representative, is included on the copy of the **recapitulation** which is furnished to the MSC Area Command:

"This certifies that based on information provided to the (insert identity of the appropriate manifesting activity) by the ocean carrier pursuant to the Military Sealift Command Container Agreement and Rate Guide, all containers summarized on the manifest cover sheets were lifted on the vessel shown on the manifest heading."

c Distribution instructions are **detailed** in figure 3-C-11 and complete directions for completing the recapitulation are contained in figure 3-C-7.

4 The ocean cargo manifest summary is the second use of the **DD Form 1386**. (Its other use, as a recapitulation, is detailed in paragraph C.2.d. (2) **(b)3.**) The summary is a summation by TAC, of all cargo loaded in one ship and is prepared for each manifest (including adjustments).

a For each Service/Agency responsible for paying transportation charges, i.e., sponsoring Service/Agency, the summary includes the following, separately listed for each **WPOD**:

(1) A summation of the measurement tons of cargo grouped by TAC, including nonsignificant TACS (see subparagraph **(3)** below) . Within each TAC grouping, the quantities (MT) are totaled by commodity group (see figure 3-C-8) . Measurement tons are rounded to the nearest whole number; i.e., greater than 0.5 is rounded up, 0.4 or less is omitted.

(2) A separate summary of cargo loaded on deck.

(3) All shipments with nonsignificant TACS (explained in **MILSTAMP**, Vol II) listed with the valid **TACS**. Cargo **summarized** under a nonsignificant TAC, e.g., **A000**, is detailed on the last page of the summary by listing the related prime TCMD data (including the shipping activity). The Service finance office or, for the Navy, the NAVMTO representative at **MTMCEA** or **MTMCWA**, reconciles the TAC discrepancy.

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(4) Whenever SEAVANs/MILVANs are transported in accordance with the MSC Container Agreement and Rate Guide (reference p), the same certification shown in paragraph 3. C. 2. d. (2) (b) 3b is included on the summary.

b Distribution instructions are detailed in figure 3-C-1 1 and complete directions for completing the Summary are contained in figure 3-C-8.

5 The military activity having jurisdiction over the loading terminal also prepares a cargo traffic message for all manifested shipments. The cargo traffic message is an advance notice that cargo is enroute to a particular WPOD

a When classified materiel is shipped, the loading terminal prepares a separate cargo traffic message identifying each classified shipment unit, its TCN, container or seal number, stowage location aboard ship, degree of classification, and any additional appropriate instructions. The message is not classified unless required by procedures implemented under DoD 52001-R, (reference b).

b Much of the information included in the cargo traffic message is provided to the loading terminal by the booking office/clearance authority. The information is supplied in sufficient time to allow inclusion in the message and includes:

(1) The commodities and measurement tons of cargo or, when applicable, the number of SEAVANs.

(2) The transshipment port(s) .

(3) The ETA at each transshipment port and at the manifested WPOD.

(4) The responsibility for transshipment costs, i.e., carrier or Government.

(5) The name of each on carrying vessel or designation of overland mode if not by ship.

(6) The letters TBN when the name of transshipment vessel(s) is (are) not yet known or designated. When the vessel(s) is (are) identified, or when another vessel is substituted, or when it is determined after shipping that the cargo will be transshipped,

the ocean booking agency sends a supplemental message to notify all addressees of the original cargo traffic message.

c After vessel sailing, the loading terminal dispatches the cargo traffic message according to the following schedule:

<u>When the vessel transit time is</u>	<u>The Cargo Traffic Message is dispatched within</u>
0 to 72 hours	24 consecutive hours ²
3 to 12 days	48 consecutive hours ³
12 days and over	3 workdays

d Complete instructions for preparing the cargo traffic message and the information the message includes are detailed in figure 3-C-9. Distribution instructions are shown in figure 3-C-11.

e While not part of the cargo traffic message, the loading terminal also provides sailing information to household goods (Code 5) carriers or their agents. The notification is made as soon as possible after vessel departure and prior to vessel arrival at the WPOD. The loading terminal provides the following information:

- (1) Sponsoring member's name and grade
- (2) Shipment unit TCN
- (3) SEAVAN number, if applicable
- (4) Vessel name and voyage document number
- (5) Sailing date
- (6) WPOD

² May be sent by telephone or other means mutually accepted by the POE .

³ When a weekend or nonworkday is involved, the cargo traffic message may be dispatched the next workday if its receipt by the affected ports is assured 3 days prior to the ETA of the vessel.

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6 A bill of lading (either a GBL or CBL) is prepared to document ocean transportation of DoD cargo by common carrier ocean service which is not arranged and paid for under a MSC Shipping Contract, Shipping Agreement, or Container Agreement.

a The bill of lading is a contract document between the Government and the carrier and provides a means for the carrier to be paid for the service performed while accounting for the cargo shipped.

(1) Ocean transportation by common carrier is normally limited to movement of the cargo from the ocean terminal (or end of the ship's tackle) at the **WPOE** to the similar point at **the WPOD**. Movement to the loading terminal or delivery beyond the discharge terminal is usually excluded from the common carrier ocean transportation contract. If the ocean carrier is to perform such additional service, as indicated in the cargo clearance order issued by the booking agency, the activity preparing the bill of lading includes the statement: "Through shipment from (insert origin point) to (insert destination point) by ocean carrier." Stevedoring and terminal services may or may not be included in the ocean freight rate depending on the shipment terms and the custom of the port. Other entries included on the bill of lading are indicated in figure 3-C-10 and subparagraph (2).

(2) For SEAVAN shipments made under the MSC Container Agreement, the MSC Form 4612/1, Clearance/Shipping Order, together with the **DD** Form 1385, Cargo Manifest, form the contract of **carriage** and incorporate the provisions of the container agreement. No bill of lading is prepared for such shipments unless part of the movement is arranged or paid for by the Government directly (not by the ocean carrier) . This responsibility for payment is indicated by the SEAVAN service code in position 15 of the SEAVAN TCN (see appendix C, paragraph 10) .

(a) If the origin service code (position 15) is "K," indicating the ocean carrier's responsibility begins at the ocean terminal, the activity responsible for shipping the SEAVAN issues a bill of lading for the inland linehaul or drayage of the SEAVAN . The preparing activity includes in the bill of lading: the SEAVAN TCN (assigned by the clearance authority or booking office), the TCN of each shipment unit in the SEAVAN, and the full van and seal numbers. The **bill of lading** is distributed as detailed in the DTMR (reference j) or applicable theater directives.

(b) If the origin service code (position 15) is L, M, or 1-9, indicating the inland movement to the WPOE is the responsibility of the ocean carrier, the activity responsible for the SEAVAN does not issue a bill of lading. Instead of a bill of lading, the activity prepares a manual TCMD (DD Form 1384) or (from vendors) similar nonnegotiable document. The document includes the SEAVAN prime data with seal and van number and is prepared/forwarded as detailed in chapter 2, paragraph B.2g. The activity retains a signed copy to record acceptance by the origin carrier.

(3) Regulations applicable to the use of GBLs, conversion of CBLs to GBLs, and issuance of certificates in lieu of lost GBLs are contained in Title 41 Code of Federal Regulations (reference u), chapter 101-41 and Federal Property Management 'Regulation 101-41 (reference w) .

b When a bill of lading is required, the GBL is the usual document prepared. (The GBL addressed here is for ocean shipments charged directly to the Government by the ocean carrier. Not included in this explanation are shipments arranged by and paid through freight forwarders or any party other than the Government, i.e., shipments arranged with other than an ocean carrier for through movement under a through service tender.)

(1) The activity offering the cargo to the booking office ensures the GBL is prepared. The information included on the GBL is detailed in subparagraphs (2) and (3) below and in figure 3-c-10 . The preparing activity provides the original GBL to the carrier or his agent and annotates all copies (including the original) with the statement "Original furnished ocean carrier." Complete distribution instructions are shown in figure 3-C-13.

(2) When cargo is booked for transportation at the carrier's tariff rate, as used by the general public, the GBL must contain a precise description of each item to ensure application of the correct rate. This detail is also necessary when the rates charged are based on the carrier's tariff, e.g., "Carriers tariff rates less %." In either case, the complete noun nomenclature for each commodity shipped is included on the GBL (or continuation sheet) . MILSTAMP manifests are also prepared and distributed for such shipments, but are not substituted for the required full noun description on the GBL (or continuation sheet) .

(3) When cargo is booked for transportation at MSC negotiated rates (e.g., on the basis of terms in the MSC Shipping Contract, Shipping Agreement, Container Agreement, or other basis not

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requiring a detailed description of cargo) , MILSTAMP manifest data is adequate for movement and payment. In this case, the GBL contains the description of cargo provided by **MILSTAMP** documents. The **MILSTAMP** manifest is prepared and a copy of it, identified with the GBL number and **cross-referenced** on the GBL, may be substituted for the GBL continuation sheet.

(4) The carrier requests payment for transportation services 30 days after the cargo is loaded at the **WPOE** or when the vessel arrives at the **WPOD**, whichever is earlier. The carrier uses the SF 1113, Public Voucher for Transportation Charges, for billing and annotates, on its face, either **the date** that the shipment was loaded at the **WPOE** or arrived at the **WPOD**. For payment and accounting control, the carrier complies with any reasonable numbering system established by each involved agency.

(5) When processing GBLs for payment, the Government does not require the carriers to support their billing with a consignee certificate of delivery nor is payment subject to prior receipt of the cargo outturn message or report. However, the Government will not waive the right of preaudit of charges where such action is in the best interest of the Government. GBL shipments are subject to the terms and conditions printed on the reverse side of the GBL and payments may be adjusted when cargo is lost, damaged, or not delivered to the address on the **GBL**.

c A CBL is prepared when a bill of lading is required and when a GBL is not available, an overseas activity is not authorized to prepare a GBL, or a U.S. flag ship is not available and a foreign carrier refuses to accept a GBL.

(1) The ocean carrier issues the CBL on a basis of either freight prepaid (charges payable upon loading at the **WPOE**) or freight collect (charges payable upon cargo delivery) . In either case, unless the CBL is convertible to a GBL, the ocean charges are earned and payable once the cargo is loaded aboard the vessel. The information included on the **CBL** is detailed in subparagraphs **(2)** and **(3)** below and in figure 3-C-10. Complete distribution instructions are shown in figure 3-C-12. The carrier also endorses all copies of the CBL with the following statement:

"In witness whereof, the master or agent of said vessel has signed (insert number) bills of lading as of this tenure and date, and if one is accomplished the others shall be void."

(2) Unless the CBL is used because a foreign carrier refuses to accept a GBL, the carrier endorses the CBL (original and all copies) with the statement "To be converted to a Government Bill of Lading." The CBL is then processed as follows:

(a) The carrier forwards the convertible CBL, whether prepaid or collect, to the clearance authority serving the WPOE unless directed otherwise during the booking process.

(b) The clearance authority, in turn, verifies and certifies (on the CBL) the accuracy of the information ensuring it is complete, prepares and distributes **MILSTAMP** manifest documents, and forwards the CBL to the receiving activity at the **WPOD**.

(c) The receiving activity at the **WPOD** prepares the GBL, securely attaching it to the first original CBL, and cross-referencing both to indicate the conversion has been made. After ensuring the rates, terms, and conditions of ocean shipment, shipping order number, and MSC paying command are cited on the GBL; the receiving activity surrenders the unaccomplished original to the ocean carrier (or his agent) . In addition, the **WPOD** sends one copy of the GBL, with the converted CBL, to the MSC paying command.

(3) When a CBL is used because a foreign carrier refuses to accept a GBL, the shipment is booked on a freight collect basis if possible. If the foreign carrier desires prepayment of ocean charges, the carrier annotates the CBL with the statement "Shipped on board." Whether collect or prepaid, the carrier prepares the CBL and, as directed by the booking activity, surrenders the CBL to the **WPOE** shipping activity for distribution. The booking office also instructs the carrier on the procedures for submitting invoices on the freight charges. The CBL is then processed as follows:

(a) The booking office or WPOE receiving the CBL from the carrier verifies and certifies (on the CBL) the accuracy of the information ensuring it is complete, prepares and distributes **MILSTAMP** manifest documents, and forwards the CBL to the receiving activity at the **WPOD**.

(b) The receiving activity at the **WPOD** accomplishes -the first original CBL if the shipment is collect or the second **original CBL** if prepaid. The accomplished CBL is then returned to the carrier **or** their agent.

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(c) The carrier or their agent either itemizes on the CBL any cargo discrepancies or annotates on the CBL that discrepancies exist and will be detailed by the DoD activity preparing the cargo outturn reporting documents.

7 The final manifest document the WPOE prepares is the CORMR.

a The WPOE receives the CORM from the WPOD.
(The content of the CORM is detailed in paragraph D.2.b. (1) (b)1.) If the WPOE has not received the CORM within 22 calendar days following the vessel's ETA, the WPOE sends a message to the WPOD requesting the CORM.

b Within 10 days of the date of the CORM, the WPOE reconciles any discrepancies shown then prepares and sends the CORMR to the discharge activity that originated the CORM and to all addressees of the CORM.

c The CORMR contains the following information in the order indicated:

(1) Message subject: CORM REPLY.

(2) Line 1: Ports of loading and discharge in code and clear text; e.g., "1GC MOT BAYONNE JF1 BREMERHAVEN."

(3) Line 2: Vessel name (s) and voyage number as indicated in the CORM.

(4) Line 3 and as many additional lines as necessary, in columns with the following headings:

(a) ITEM (Enter the item number from the CORM) .

(b) TCN (Enter the TCN from the CORM) .

(c) DISPOSITION (Indicate the status of items reported in the overage or shortage section of the CORM; e.g. , "SHIPPED ON VOY A1266, " "INCLUDED IN MANIFEST SUPP NO 3, " etc.) .

(3) The POE also submits intransit data for use in measuring transportation performance in the movement of MI LSTRIP shipments. The responsibilities for intransit data preparation vary at different types

of POES . General requirements are listed below with specific instructions detailed in appendix L.

(a) LOGAIR or other intra-country airlift terminals:

1 Complete **intransit** data with **DI TK4** for shipments received on GBLs for onward movement.

2 Initiate or complete intransit data with DI TK1/TK2, as applicable, for each shipment unit received.

(b) MTMC area **commands/WPOEs** and HQ MAC:

1 Prepare receipt and lift data with **DI TK7** for all shipment units (except **mail** from **postal** concentration centers) manifested from CONUS to overseas destinations. Reports on **MSC** shipments include the date the vessel arrived at **the overseas** WPOD as determined from the CORM .

2 For materiel received, enter on intransit data formats with DI TK4/TK7 the day the shipment was received or offered for delivery by the carrier, whichever is earlier.

e. Holding, diverting, and tracing shipments are all actions in which the POE may be involved due to irregular or interrupted movement of cargo in the DTS. In addition to the instructions below, formats for documenting these actions are detailed in appendix M.

(1) The POE may hold and/or divert a shipment at the request of the sponsoring Service or for such reasons as an embargo. The hold is intended to be brief and only long enough for the POE to receive diversion/disposition instructions from the sponsoring Service or clearance authority. As an exception to blanket holds placed on shipments during mass cancellation situations, shipments with "555" in the **RDD** field (rp 54-56) are not held, but processed through the POE in accordance with the transportation priority on the **TCMD**.

(2) A transportation diversion is limited by cost, but may be a change of mode (e.g., water to air), a change of destination, and/or a change of route.

(a) Once the shipment has left the shipper, the cost of handling normally limits diversion (or hold) authorization. In addition, after leaving the shipper, only complete shipment units are diverted, i.e., individual items are not removed from multiple line shipment units

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nor is a shipping container removed from a **multicontainer** shipment unit with one TCN.

(b) After the shipment has reached the POE, a diversion between modes normally occurs only as a result of a change in the urgency of need. Such a change may result in a planned surface shipment being moved by air and is coordinated by the applicable clearance authority.

(c) A diversion to a different consignee or destination may result from conditions such as:

- 1 Strikes, national disturbances, or acts of God.
- 2 Supply cancellations.
- 3 Terminations of projects.
- 4 Changes in logistics buildup.
- 5 Modification of permanent change of station orders authorizing personal property shipments.
- 6 Change in the receiving locations for mobile units.

(d) A diversion in the route of a shipment normally occurs within a particular mode (i.e., air or water) and is usually directed and coordinated by the clearance authority or booking office.

(3) Shipment tracing through MILSTAMP allows the requesting or receiving activity to use modified supply system data to locate a shipment in the transportation system. While tracing assistance is normally obtained from the clearance authorities, the POE may occasionally be asked for shipping data. The POE responds to such requests by providing all available information. The formats used for tracing are detailed in appendix M.

f. After completing a shipment, the POE maintains records detailing the actions undertaken. Various Service publications detail the length of time and method for keeping such files.

Air Manifest Header Data Entries

Record Posi- tion	DD Form 1385 block	Procedure
1-3	(9)	Enter TAA.
4-8	(1)	Enter carrier abbreviation; e.g., MAC, LOGA (for LOGAIR), etc. Precede carrier abbreviations with zeros. On automated formats, the APOD enters hour/day cargo is received in rp 6-8 (appendix F, paragraph 11. c).
9-14	(2)	Enter the aircraft tail number.
15-17	--	Enter GMT hour/day code to indicate time/date of flight departure (appendix F, paragraph 11. c.) .
18-21	(3)	Enter aircraft model and series number, e. g., 141B, 005B (for A C5), and 0080 (for DC 8) .
22-23	--	Leave blank.
24-26	(4)	Enter air terminal code (appendix F, paragraph 6.) .
27	--	Mode Code (appendix F, paragraph f-9.) .
28-29	(5)	Enter manifest reference code (appendix F, paragraph 21.).
30-44	(6)	Enter in-the-clear destination.
45-47	--	Enter GMT hour/day code (appendix F, paragraph 11. c.) .
48-59	(7)	Enter mission number assigned by aircraft controlling agency in rp 48-56 and enter the julian date of rp 57-59.
60-62	(8a)	Enter air terminal code for manifesting station (appendix F, paragraph 7.) . APOD enters hour/day cargo received.

Figure 3-C-1

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63	(8b)	Enter last digit of fiscal year.
64	(8c)	Enter type manifest; e.g., "C" for cargo, "M" for mail.
65-69	(8d)	Enter last five digits of manifest number, if less than five numbers precede with zeros.
70-75	--	Enter total cargo weight.
76-80	--	Enter total cargo cube.

Figure 3-C-1 (Cent.)

Air Cargo Pallet Header Entries DD Form 1385 or Automated Format

Record Posi- tion	DD Form 1385 block	Procedure
1-3	(9)	Enter TAB.
4-5	(10)	The air terminal enters a two digit alphanumeric c pallet designator. The letters I and O and the numeral 0 will not be used in these record positions.
6-8	(11)	Enter GMT hour/day of oldest piece of cargo on the pallet (appendix F, paragraph 11. c.) .
9-12	--	Air terminal enters local bay location. Otherwise leave blank
13-14	--	Leave blank.
15-17	(12)	Enter GMT hour/day code pallet leaves APOE (appendix F, paragraph 11. c.) .
18-19	(13)	Leave blank.
20	(14)	Enter the air dimension code from appendix F, paragraph 5.
21-23	--	Enter air terminal identifier code (appendix F, paragraph 6.) .
24-26	(15)	Enter air terminal identifier code (appendix F, paragraph 6.) .
27	(16)	Enter mode/method for pallet from APOE (appendix F, paragraph 9.) .
28-29	--	Enter manifest reference code from manifest header entry.
30-35	(17)	Enter DoDAAC of activity that loaded the pallet if other than air terminal.

Figure 3-C-2

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36-39 -- Enter four digit date code from appendix F, paragraph 11. b.

40 -- **Enter "L" to indicate 463L pallet.**

41-43 -- Enter serial **number** assigned by pallet loading activity other than air terminal.

44-45 -- Enter one *of the following*:
 BC for belly cargo
 LS for loose cargo
 PC for palletized cargo
 RS for rolling stock
 SD for cargo on skid
 T for pallet train (second digit = number of **pal-**
 lets in the train)

46 -- Enter one of the following:
 G for general cargo
 M for mixtures of **G** and **S**
 S for cargo requiring special handling
 U for mail

47-52 (18) Enter DoDAAC of ultimate consignee. Leave blank if more than one consignee.

53 (19) Enter highest priority on the pallet .

54 Enter special **priority, when applicable, otherwise learn blank:**

 N = NMCS/CASREP
 G = Green Sheet
 9 = 999
 F = FSS - Forward supply System

55-57 **Pallet height in inches.**

58-60 **Center of balance or pallet train.**

Figure 3-C-2 (Cent.)

61

Tiedown:

c = Chain, s = Straps, N = Net, or M = Mixture.

: -62-63

Number of equivalent pallet positions with assumed decimal point, e.g., 25 equals 2.5 pallet positions.

64

Overhang direction *A, F, or B, or blank.*

65

Enter personal property code:

B = Personal baggage

H = Household goods

J = Personal baggage - ITGBL

K = Household goods - ITGBL

P = Pov

T = Household goods

66

Enter protected cargo" code from appendix F, if applicable, otherwise leave blank.

67

Leave blank.

68-71

(24)

Enter total number of pieces on the pallet.

72-76

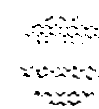
(25)

Enter total weight of cargo on the pallet.

77-80

(26)

Enter total cube of cargo on the pallet.



Prime Data Entries For Shipment Units on Air Manifests

Record Posi- tion	DD Form 1385 block	DD Form 1384 block	Procedure
1-3	(9)	1	Enter three digit code as follows: First position: Always "T." Second position: Same as second position of the TCMD. Third position: "A" for a loose shipment and "D" for a shipment loaded on a 463L pallet.
4-5	(10)	2	Enter pallet number on which shipment is loaded.
6-8			Enter hour/date received (appendix F, paragraph 11.c.).
9-14	(11)	21	For nonpalletized mail, enter the registry number. For all other shipments, enter the DoDAAC of the consignor.
9-14	(11)	3	For all other shipments, enter the DoDAAC of the consignor.
15-17	(12)	15	Enter GMT hour/day code shipment leaves APOE (appendix F, paragraph 11.c.).
18-19	(13)	4	Enter two position code from appendix F, paragraph 4.
20	(14)	5	Enter code from appendix F, paragraph 5.
21-23	--	6	Enter air terminal identifier code (appendix F, paragraph 6.) .
24-26	(15)	7	Enter air terminal identifier code (appendix F, paragraph 6.) .
27	(16)	8	Enter mode/method code from appendix F, paragraph 9.

Figure 3-C-3

28-29	--	9	Enter manifest reference code from manifest header entry.
30-46	(17)	10	Enter TCN from shipment unit TCMD.
<- 47-52	(18)	11	Enter DoDAAC of ultimate consignee.
53	(19)	12	Enter TP from shipment unit TCMD.
54-56	(20)	13	Enter RDD from shipment unit TCMD; if none, leave blank.
57-59	(21)	14	Enter project code from shipment..unit TCMD; if none, leave blank.
60-62	(22)	16	Enter hour/day code shipment arrived at APOE' (appendix F, paragraph 11.c.) .
63	--	--	For Services <i>internal applications</i> .
64-67	(23)	17	Enter TAC from shipment unit TCMD .
68-71	(24)	22	Enter total number pieces in the shipment unit.
72-76	(25)	23	Enter total weight of the shipment unit.
77-80	(26)	24	Enter total cube of shipment unit.

Figure 3-C-3 (Cont.)



Ocean Manifest Header Data Entries

Record Posi- tion	TCMD Manifest DD Form 1384 block	ATCMD as Manifest page DD Form 1384 block	DD Form 1385 block	Procedure
1-3	1	--	--	Enter TAJ .
4-8	21	21	(3)	Original manifest, no Government dunnage/lashing gear used, enter NODUN. Supplemental manifest, enter type of adjustment and date as explained in chapter 3, paragraph C.2.c.d. (2) (b) <u>2d</u> . For all others, leave blank.
9-11	6	25a	(1)	Enter water port code from appendix F, paragraph 7. For LASH/SEABEE shipments, show port that loaded cargo on the barge
12-14	--	--	--	Leave blank.
15-18	15	25d	(2)	Enter four position date (appendix F, paragraph 11.) .
19-23	19	25f	(3)	Enter voyage document number (appendix F, paragraph 16.).
24-26	7	26a	(4)	Enter water port code for final WPOD (appendix F, paragraph 7.).
27	20	20	(5)	Enter voyage manifest reference code (appendix F, paragraph 17.).
28-29	--	--	--	Leave blank.

Figure 3-C-4

30-46	21	25k	(6)	Enter vessel name, if unnamed, enter vessel class and hul 1 number.
, .47	--	--	--	Leave blank.
48-49	18	25e	(7)	Enter two position code assigned by the OCCA . If a LASH/ SEABEE barge is loaded with cargo booked under different terms of carriage, a separate manifest section is prepared for each term of carriage.
50		--	--	Enter L for LASH vessels, S for SEABEE vessels, otherwise leave blank.
51	18	25e	(8)	Enter MSC assigned code.
52-59	21	21	(9)	Enter assigned IRCS . For barges without an IRCS , enter the hull number.
60-80	31	31	(9)	Enter additional required data, e.g., actual loading activity if other than the WPOE , transshipping data, etc.

Figure 3-C-4 (Cont.)

Ocean Manifest Data Entries

Record Posi- tion	TCMD Manifest DD Form 1384 block	ATCMD as Manifest page DD Form 1384 block	DD Form 1385 block	Procedure
1-3	32	1	(10)	Enter DI code from TCMD , but convert third position as follows: 0=& 1=J, 2=K, 3=L, 4=M, 5=N, 6=o, 7=P, 8=Q, 9=R . For Government-owned dunnage or lashing gear , enter TLJ for prime and TLR for trailer entries (C.2.d. (2) (b) <u>1e</u>) . See special instructions below.
4-19	33-35	--	(11)	Enter prime and trailer data from TCMD.
20-23	36	--	(12)	Enter last four digits of the voyage document number from the manifest header.
24-26	37	--	(13)	Enter code from manifest header.
27	--	--	--	Enter code from manifest header.
28-59	39-43b	--	(14)	Enter prime and trailer TCMD data.
60-63	43c,d	25h	(15)	For prime data entries, enter the code from appendix F, paragraph 20. For dunnage/lashing gear see special instructions below. For all others leave blank.

Figure 3-C-5

Special Instructions

64-80	43er44	--	(16)	Enter prime and trailer TCMD data.
:-				
1-3	32	--	(10)	Enter TLJ for prime entries and TLR for trailer entries.
59-79	43-44	--	(17)	Enter clear text disposition instructions.
80	44C	--	--	For trailer entries, enter a sequence number. --

Figure 3-C-5 (Cent.)

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Instructions for Preparing Manifest Adjustments

Supplements	DI entry	Record Position 4	Record Position 53	Entry in TP block of DD Form 1384 TP-1 TP-2 TP-3		
1. To add shipment unit lifted but not manifested, prepare:						
a. Manifest header:	TAJ	S	No overpunch	No change		
b. Shipment unit entries:						
Prime data:	T J		"	"		
Trailer data:	T=N-R		"	"		
2. To add consolidated containers and shipment units in containers, prepare:						
a. Manifest header:	TAJ	S	"	"		
b. Container entries:						
Prime data:	T K/L		"	"		
Trailer entries:	T=R		"	"		
c. Shipment unit entries:						
Prime data:	T_M		"	"		
Trailer entries:	T=N-R		"	"		
Deletions						
1. To delete shipment unit manifested but not lifted, prepare:						
a. Manifest header:	TAJ	D	None	None		
b. Shipment unit entries:						
Prime data only:	T_J		Zero	/	S	T
2. To delete a complete consolidation container manifested but not lifted, prepare:						
a. Manifest header	TAJ	D	None	None		
b. Prime container:	T K/L		Zero	/	S	T
c. Shipment unit entries:						
Prime data only:	T M		Zero	/	S	T
Corrections						
1. To change shipment units not containerized, prepare:						

Figure 3-C-6

a. Manifest header:	TAJ	C	None	None		
b. To delete old shipment unit :						
Prime data:	T J		11	J	K	L
Trailer data:	T-N-R		11	J	K	L
2. To change a consolidated container, prepare:						
a. Manifest header:	TAJ	C	None	None		
b. To delete old container						
Prime data:	T K/L		11	J	K	L
Trailer data:	T_R		11	J	K	L
c. To add new container:						
Prime data:	T K/L		12	A	B	C
Trailer data:	T_R		12	A	B	C
3. To change shipment units in consolidation, prepare:						
a. Manifest header:	TAJ		None	None		
b. Dummy entry:	T_K/L		12	A	B	C
c. To delete old shipment unit:						
Prime data:	T_K/L		11	J	K	L
Trailer data	T_N-R		11	J	K	L
d. To add new shipment unit:						
Prime data:	T M		12	A	B	C
Trailer data:	T-N-R		12	A	B	C

Figure 3-c-6 (Cont.)

-Ocean Cargo Manifest Recapitulation Data Entries

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DD Form Procedure
1386
block

- (1)- Enter "X" in recapitulation box.
- (2) Enter "X" in the appropriate box. If the recapitulation is for a manifest adjustment, see special instructions below.
- (3) Enter vessel name. If unnamed, enter vessel class and hull number.
- (4) Enter two position vessel status/terms of carriage code._ (appendix F, paragraph 18.).
- (5) Enter voyage document number (appendix F, paragraph 16.) .
- (6) Enter vessel sailing date code (appendix F, paragraph 11.b.) .
- (7) Enter water port code for actual port of loading (appendix F, paragraph 7.).
- (8) Enter the number of heavy lifts (10,000 pounds or more, other than SEAVANS) .
- (9) Enter the number of pieces, other than SEAVANS, with outsize dimensions (any dimension of 72 inches or more) .

For each WPOD list, on separate lines, the data required by paragraph C.2. d. (2) (b) 3a as follows:

- (10) Enter the water port code for the final POD to which the cargo is booked (appendix F, paragraph 7.) . If booked for transshipment follow the WPOD with "BY T/S. "
- (11) Enter abbreviated commodity description (s) (appendix F, paragraph 4.) .

Figure 3-C-7

- (12) Enter length, width, and height, in inches, of each heavy lift, other than **SEAVANS** (indicate L, W, H) .

- (13) Enter "X" if heavy **lift** can be discharged by vessel's gear; otherwise leave blank.
- (14) Enter "X" if heavy **lift** cannot be discharged by vessel's gear; otherwise leave blank.
- (15) Enter "X" if discharge **costs** are payable by the vessel operator, terms of carriage 2 or 3, otherwise leave blank.
- (16) Enter "X" if discharge costs are payable by the Government, terms of carriage 1 or 4, otherwise leave blank.
- (17) Enter vessel stowage location code for cargo being described (appendix F, paragraph 20.) .
- (18) Enter in long tons, the weight of the cargo, other than SEAVANS, being described.

For each **WPOD** and consignee Service list, on separate lines, the data required by paragraph C.2 .d. (2) (b) 3a as follows

- (19) Enter water port code for the cargo' s final **WPOD** (appendix F, paragraph 7.) .
- (20) Enter first position of the consignee **DoDAAC** .
- (21) Enter, in long tons for each **WPOD**, the total cargo onboard for each Service/Agency identified in block (20) .
- (22) Enter in measurement tons, the total volume of cargo included in block (21) .

If a DD Form 1384 is used, follow the above instructions and include a note to indicate the terms of carriage (appendix F, paragraph 18.) .

Figure 3-C-7 (Cent.)

Special Instructions

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If the recapitulation is being prepared for a manifest adjustment, the data listed in blocks (10) through (22) is separated as follows:

List exactly as on the original manifest, all items to be deleted, under the heading "Delete." List all items to be added under the heading "Add." For original manifest items which must be corrected, include both a delete entry and an add entry.

Figure 3-C-7 (Cont.)

Ocean Cargo Manifest Summary Data Entries

DD Form Procedures
1386
block

- (1) Enter "X" in the summary box.
- (2) Enter "X" in the appropriate box. If the summary is **for** a manifest **adjustment**.⁴
- (3) Enter the vessel name. If **unnamed**, enter the vessel class and hull number.
- (4) Enter two position vessel statue/terms of carriage **code** (appendix F, paragraph 18.).
- (5) Enter voyage document number (appendix F, paragraph 16.) .
- (6) Enter year and day code for vessel sailing date (appendix F, paragraph 11.).
- (7) Enter water port code for actual port of loading (appendix F, paragraph 7.) .
- (8) Leave blank.
- (9) Leave blank.

Figure 3-C-8

For each **WPOD** list, on separate lines for each **commodity** category and TAC, the information required by paragraph C. 2. d. (2) (b) **4a** as follows:

⁴ If the summary is being prepared for a manifest **adjustment**, the data listed in blocks (10) through (17) is separated as follows: List exactly' as on the original manifest, all items to be deleted under the **heading** Delete. List all items to be added under the heading Add . For items on the original manifest that must be changed, include both a delete entry and an add entry.

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(10) Enter the water port code for the final WPOD to which the cargo is booked. If booked for transshipment, enter BY T/S after the WPOD (appendix F, paragraph 7.) .

(11) Enter the clear text **commodity** category from the following list:

Category	Code
Reefer, Chill	100-149
Reefer, Freeze	150-199
Bulk, NOS	200
Asphalt	210
Cement	220
Coal	230 -
Coke	231
Fertilizer	240
Grain, heavy	250
Grain, light	260
Oils, edible	270
Ore	280
POVs, unboxed (except 310 and 340)	300-359
Ammunition, Explosives, and Hazardous Materials	40X-489
Radioactive devices, materials and waste	490-499
General, NOS (unless listed below)	500-799
Mail (all classes except 612)	610-619
Empty mail sacks	612
POVS, boxed	310 and 340
Baggage, hold	360 and 370
Household goods	390-399
CONEX, empty	690
Empty containers, other than CONEX , SEAVAN, MILVAN , wood or metal, space required.	691
Empty containers, other than CONEX , SEAVAN, MILVAN, wood or metal, space available.	692
Empty SE.A'VAN, MILVAN, MSCVAN, space required	693
Empty SEAVAN, MILVAN, MSCVAN , space available	694

Figure 3-C-8 (Cent,)

Scrap or salvage, space required	727
Scrap or salvage, space available	726

Low value surplus, space required	738
Low value surplus, space available	739
Special, NOS (unless listed below)	800-899
Low value surplus, space required	838
Low value surplus, space available	839
Trailers, RORO ⁵	
Loaded ⁶	
Empty	888
Vehicles, wheeled or tracked, unboxed	
10, 000 pounds or less per unit ⁷	
Exceeding 10,000 per unit ⁷	
Aircraft, unboxed	990-999

- (12) Leave blank.
- (13) Enter the TACS for each commodity category to be summarized. For each category, a TAC is listed no more than twice, once for under deck cargo stowage and once for cargo stowed on deck.
- (14) Enter "X" on the same line as the TAC for any cargo stowed on deck.
- (15) Enter the number of pieces of mail or POVS that are summarized for that TAC. for all other cargo leave blank.

Figure 3-c-8 (Cont.)

- (16) Leave blank.

⁵ Applies only to RORO trailers on MSC operated or controlled RORO vessels.

⁶ Regardless of commodity, all loaded RORO trailers are listed separately. Except for retrograde trailers loaded with empty containers, enter in M/T the overall volume of the entire trailer and its load. To allow for reduced MSC billing rates, the cubic volume of trailers loaded with empty containers is listed separately; i.e., the empty container and the empty trailer.

⁷ Includes vehicles with commodity codes 813, 816, 829, 864, 867, 870, 873, 876, 879, 882, 885, 891, and 894 summarized into the two weight groups shown to support MSC's revenue/lift reports.

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- (17) Enter the number of measurement tons rounded to the nearest whole number for each TAC entry.

Figure 3-C-8 (Cent.)

Cargo Traffic Message Data Entries

The following provides details of the information included **in** the CTM.

From: Preparing Activity
To: Addressees (see figure 3-C-11)

SUBJ : MILSTAMP CARGO TRAFFIC MESSAGE

- (1) Paragraph 1. Enter vessel identification as follows:
 - a. Ship prefix (**USS, USNS, USCG, SS, MS**, etc.).
 - b. Ship name and number.
 - c. Voyage document number (appendix F, paragraph 16.) .
 - d. Vessel status/terms of carriage code (appendix F, paragraph 18.) .
 - e. **IRCS** (commercial ships only) .
 - f. Type of commercial ship (C1, **C2**, LASH, **RORO**, etc.) .
- (2) Paragraph 2. Enter movement data for the vessel as follows:
 - a. Departure port name, in-the-clear.
 - b. Departure day and hour (**zulu** date/time group) .
 - c. Next port of call, in-the-clear.
 - d. Estimated date of arrival, next port of call.
 - e. Subsequent port of call, in-the-clear.
- (3) Paragraph 3. Enter operational and handling data as follows:
 - a. Ship discharge capability (self-sustaining/nonsel-self-sustaining) .
 - b. Special berthing requirements, if any.
 - c. Special information for the port area host nation or theater **commmander** (expected arrival draft, overall length, beam, and capacity in M. T., cu. m. (include L/T **and** M/T in parentheses)) .
 - d. Enter manifest onboard or manifest forwarded separately by (enter method, e.g. , AUTODIN, mail, etc.) .
 - e. If applicable, enter cargo for transshipment at (**WPOD**) .
- (4) Paragraph 4. Total cargo loaded in M. T. and cu. m. (include L/T and M/T in parentheses, **e.g.**, (40 L/T, **10** M/T)) .
- (5) Paragraph 5. A separate paragraph for each port of discharge to **include** the f ol lowing subparagraph as appropriate. Each

Figure 3-C-9

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subparagraph shall identify by columns the number of wheeled and the number of tracked vehicles, M.T., cu. m. and in parentheses, L/T and M/T. Stowage location is identified by the first three positions of the stow location code; for **LASH/SEABEE** barges, the last four positions of the barge number. The Military Service will be identified by the TAC for breakbulk cargo and by the consignee for containerized cargo.

- a. Total cargo loaded (mandatory) .
- b. Deck load of **breakbulk** cargo by Military Service, by location, excluding ammunition and **explosives**.⁸
- c. Hatch load of **breakbulk** cargo by Military Service, by location, excluding ammunition and **explosives**.⁸.
- d. Total number of reefer containers for each Military Service.
- e. Total number of other containers for each Military Service excluding those in subparagraph f., below.
- f. Total number of containers containing ammunition and explosives for each Military Service. Include NEQ, by **IMDGC** UN class, UN classes to include decimal fraction (1. 1, 1.2) , **IMDGC** comparability group code, and stow location (four positions) .
- g. Description of bulk ammunition and explosives for each Military Service. Include additional data described in subparagraph f., above.
- h. Heavy lift cargo exceeding capacity of ships' boom.
- i. Protected (except **pilf erable**) and/or classified cargo , number of pieces, stow location, and TCN.
- j. For **LASH/SEABEE** shipments, list each barge by barge number and by Military Service.

- (6) Final paragraph. Transshipment data as required:
- a. Port of transshipment in-the-clear.
 - b. Information specifying responsibility for transshipment.

Figure 3-C-9 (Cent.)

⁸ Identified by" first three posit ions of the vessel stowage **locat** ion code; for LASH/ **SEABEE** vessels, use the last **four** positions of barge number.

- c. Name of on-carrying vessel. Enter TBN if unknown.
- d. Cargo data required by instruction (5) for each port of discharge.
- e. For LASH/ **SEABEE** shipments, the port of transshipment is the port of discharge of the vessel. For movement of the barge to an inland port of discharge, indicate towed in lieu of name of on-carrying vessel. Summarize cargo data by barge number and barge port of discharge.

Figure 3-C-9 (Cent.)

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Information to be Listed on the Ocean Bill of Lading (GBL or CBL)

The following information is entered on the GBL/CBL whenever used for ocean transportation.

1. Name of ocean carrier, vessel, **WPOE**, and **WPOD**.
2. Rates, terms, and conditions of shipment, including responsibility for loading and unloading.
3. Appropriation chargeable.
4. Dollar **rate of** exchange as of booking date if ocean charges are based on, but not payable in, a foreign currency.
5. Voyage document number and MSC clearance order number.
6. The MSC paying command.
7. Weight and cube of each commodity and measurements of any cargo with any dimensions exceeding 30 feet.
8. **SEAVAN** TCN and TCN of each shipment unit.
9. Consignee.
10. U.S. Government activity or representative at the **WPOD** responsible for receiving the cargo and submitting the cargo outturn message and report.
11. Enter, "Unless otherwise indicated, all cargo to be stowed under deck."
12. Actual or estimated sailing date as appropriate.

Figure 3-C-10

Distribution of Ocean Cargo Manifest

The following table provides instructions for distribution of ocean cargo documentation; i.e., Stow plan, Cargo Traffic Message, Manifest, Recapitulation, and Summary. Note that manifest adjustments are distributed to the same addressees as the original manifest and that GBL/CBL distribution is shown in Figure 3-10.

This table must be used with the notes in Figure 3-C-9b following the distribution instructions. The letter codes listed under "Dist Method" and "Remarks" are explained in Note 1 of Figure 3-Mb.

DISTRIBUTION TO:	CARGO STOWAGE PLAN			CARGO TRAFFIC MESSAGE			CARGO MANIFEST AND RECAPITULATION			CARGO MANIFEST SUMMARY		
	No of Copies	Dist Method	Remarks	No of Copies	Dist Method	Remarks	No of Copies	Dist Method	Remarks	No of Copies	Dist Method	Remarks
<u>For All Cargo:</u> Commanding Officer or Master of Vessel 1/	3	V	-	-	-	-	3	V	A,G	-	-	-
Ports of Debarkation (discharge) and next port of call	3	X	-	1	E	C,D	6	x	B,C,L	6	M	c
Ports Of Embarkation (loading) for file	1	-	-	1	t	-	1	H/M	-	1	H or M	-
Clearance authority for WPOD (if different than WPOD)	1	M	M	1	E	-	1	X	-	1	M	-
MSC Area & Subarea Commander for WPOE 2/	1	X	-	1	E	C	3	X	-	3	X	-
MSC Area & Subarea Commanders on the vessel itinerary 2/	1	X	-	1	E	D	1	x	B,I	-	-	-
MSC Port Representatives for * port on the vessel itinerary unless same as roolboras commander	1	X	-	1	E	-	1	x	B, I	-	-	-
Local Agent of Carrier (unclassified only)	5	H/M	-	5	H/M	-	-	-	-	-	-	-
Clearance authority for WPOE (if different than WPOE)	1	ii	M	1	E	-	1	M	-	-	-	-
COMSC (Headquarters)	-	-	-	-	-	1	X	F	F	1	X	F

Figure 3-C-11

40000
20000

DISTRIBUTION TO:	CARGO STOWAGE				CARGO TRAFFIC				CARGO MANIFEST AND				CARGO MANIFEST			
	PLAN				MESSAGE				RECAPITULATION				SUMMARY			
	Lb	Of	Dist	Re-	No	Of	Dist	Re-	No	Of	Dist	Re-	No	Of	Dist	Re-
	Copies	Method	●	arks	Copies	Method	●	erks	Copies	Method	●	arks	Copies	Method	■	arks
For MSC controlled vessels scheduled to transit Hawaii enroute to CONUS from overseas (include cargo for ● II U.S. ports, including Hawaii, for customs clearance purposes): NAVSEACARCOR Harbor, HI AUTODIN RIC BUHHLA	Pearl	---	---	---	---	-	-	-	1	E	-	-	---	-	-	-
For all Navy sponsored cargo exported from CONUS: NAVJTO Representatives at NMCEA or NMCMWA	---	---	---	---	---	---	---	---	1	E	---	---	---	---	---	---
For all Navy sponsored cargo loaded on per diem vessels at Navy overseas terminals: Commanding Officer, Navy Material Transportation Office, ATTN: Code D6, Naval Station, Bldg 2-133-5, Norfolk, VA 23511	---	---	---	---	---	---	---	---	1	E	---	---	---	---	---	---
For ● II Marine Corps sponsored shipments: Commanding General Marine Corps Supply Center (Code A470) Albany, GA 31704	---	---	---	---	---	---	---	---	1	E/M	E	---	1	E/M	E	---
CG, Fleet Marine Force, Atlantic US. Naval Base, Norfolk, VA 23511 (Atlantic Ocean area discharge only)	---	---	---	---	---	---	---	---	1	E	---	---	---	---	---	---
CC, Fleet Marine Force, Pacific FPO San Francisco, CA 96601 (PACOM discharge only)	---	---	---	---	---	---	---	---	1	E	---	---	---	---	---	---
For all Coast Guard ● ozisorti shipments: Commandant (FA/71) U.S. Coast Guard Washington, DC 20591	---	---	---	---	---	---	---	---	1	E	---	---	1	E	---	---
1/ Neither vessel papers nor ocean cargo manifest are placed on board commercial vessels engaged in common carrier trade and loaded at commercial piers.																
2/ The addresses for MSC Area and Subarea Commands are listed in paragraphs F-16d through F-16h.																

Figure 3-C-11 (Cent.)



DISTRIBUTION TO:	CARGO STOWAGE PLAN			CARGO TRAFFIC MESSAGE			CARGO MANIFEST AND RECAPITULATION			CARGO MANIFEST SUMMARY		
	No Copies	of Method	Dist Re- marks	No Copies	of Method	Dist Re- marks	No Copies	of Method	Dist Re- marks	No Copies	of Method	Dist Re- marks
For Security Assistance Program cargo only: MAAG or mission in recipient country	3	X	---	1	E	C,D,	E	10	X	B,C	10	M C
Consignee TAC B ● ddresace from the MAPAD (DOD 4000.25 --8M) (For FMS/Grant Aid classified shipments)	---	---	---	1	E	---	---	---	---	---	---	---
For ● ll vessels sailing from MTMC-EA terminals to MTMC-TTCE terminals: Commander, MTMC-TTCE, Rotterdam, Netherlands, ATTN: MTC-TMD-O (Info copy)	---	---	---	1	E	---	---	---	---	---	---	---
For all shipments of conventional ammunition (water commodity codes 400-425 ● nd 680) regardless of sponsoring service: HQ AMCCOM, Rock Island, IL AUTODIN RICRUCIAFP, content indicator DKAZ	---	---	---	---	---	---	1	E	J	---	---	---
For all shipments to CONUS ports with winter port identifier cods beginning with 1 or 2: Commander. Traffic Management Command, Eastern Area, ATTN: MTE-ITT, Military Ocean Terminal Bayonne, Bayonne, NJ 07002 0001	Military	---	---	---	---	---	1	M	---	---	---	---
For ● ll shipments to CONUS ports with water port identifier codes beginning with 3 or 4: Commander, Military Traffic Management Command, Western Area, ATTN: MTW-ITD, Oakland Army Base, Oakland, CA 94626 0001	---	---	---	---	---	---	1	M	---	---	---	---

Figure 3-C-11 (Cont.)

Explanation of Codes for Ocean Cargo Manifest Distribution

a. Method of distribution

<u>Code</u>	<u>Meaning</u>
E	Electrically transmitted message.
H	Hand delivery.
M	Regular mail.
v	On the ship carrying the cargo.
x	By fastest available means following vessel departure.

b. Remarks

- A Vessel papers may be substituted.
- B When prepared manually, the loading port distributes advance hard copy manifest data. When manifest data are transceiver, the receiver distributes advance hard copy manifest data. For CONUS loadings **MTMC** distributes hard copy in addition to transceiver manifest data to the overseas Army and Navy activities listed below. Any changes in hard copy requirements will be referred to **MTMC**.

<u>Army WPOD</u>	<u>Navy WPOD</u>
Bangkok, Thailand	NAVSTA Roosevelt Roads, P.R.
Sattahip, Thailand	NSA Naples, Italy
Vayama, Thailand	NAVSTA Argentia, Newfoundland (hard copy only)
Manila, P.I.	NAVSTA Guantanamo Bay, Cuba (hard copy only)
Inchon, Korea	

Figure 3-C-12

Chinhae, Korea

Pusan, Korea

- C** For **WPODs** or Agencies listed below, forward by distribution method X, the **number of** copies indicated.
Chief, MILTAG, Indonesia - 15 copies
JUSMAG, Thailand - 15 copies
MTMC UK Terminal - 3 copies
MAG or Mission in Turkey - 6 copies of recapitulation and 2 copies of the stow plan.
- c** For all shipments destined to PODS JF **(Germany)**, JG_ (Netherlands) , JH_ (Belgium) , and JM_ (Rhine) , forward one additional manifest and cargo traffic message via AUTODIN to HQ, 4th **TRANSCOM**, Oberursel, Germany/ /**AEUTR-MOV**/ /; AUTODIN RIC RUFTACC, content indicator code **DKAZ** for ocean manifest; RIC RUFTACA for cargo traffic message.
- c** For all 1 shipments destined to PODS in Turkey, forward 12 copies of the ocean cargo manifest by air mail to the responsible Turkish WCA. **Also** forward a copy of the manifest by AUTODIN to TUSLOG DET 10 **INCIRLIK** INSTL TURKY//LGT/ADP// . On all Atlantic, Gulf, or European **sailings**, manifests **will** be dispatched NLT 72 hours after vessel departure from last WPOD.
- c** For all Navy sponsored FMS shipments of arms, ammunition, and explosives, and RUS of inert component parts, send one copy of the manifest to the U.S. Navy International Logistics Control Office, Code 252, 700 Robbins Ave., Philadelphia, PA 19111-5000.
- c** For cargo consigned to **JUSMAG** Spain/U.S. Navy resident Officer-in-Charge of Construction, forward one copy by air mail to **OINCC**, Contracts, Naval Facility Engineering Command, Spain.

Figure 3-C-12 (Cont.)

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- C** For all export shipments of Navy ammunition containing N, M, P, R, V, or Z as the first digit of the TCN, forward one copy of the manifest to the Ships Parts Control Center, Code 8534, **P.O.** Box 2020, Mechanicsburg, PA 17055-0788.
- c** For shipments of Army ammunition to Pacific **WPODs**, forward one copy of the manifest via AUTODIN to Central Ammunition Management Office - Pacific, Attn: **SARCA-OP**, Ft Shafter, HI. AUTODIN RIC RUHHHMK.
- c** For shipments of all ammunition to central European and UK "area **WPODs**, forward a copy of the manifest by AUTODIN to CDR 20 **OTH TAMMC ZWEIBRUECKEN GERMANY/ /AEAGD-MMC-VP//**. AUTODIN RIC RUFTFDA.
- c** For all shipments destined to Korea, forward a copy of the manifest by AUTODIN to 25th Transportation Group, Korea. AUTODIN RIC RUAGDPA.
- D** Send one copy to MTMC Field Office - Pacific (for PACOM loading and discharge).
- D** Send one copy to MSC Office Honolulu for cargo destined to consignees in **CINCPAC** area.
- D** For shipments of Army ammunition to Pacific area **WPODs**, forward a copy of the CTM via AUTODIN to Central Ammunition Management Office - Pacific, Ft Shafter, **HI//SARCA-OP//**. AUTODIN RIC RUHHHMK
- D** For shipments of Navy ammunition to Pacific area **WPODs**, forward one copy by AUTODIN to **COMSERVPAC**.
- E** **MAAG** copy for shipments to Taipei not required.

Figure 3-C-12 (Cont.)

F AUTODIN RIC RUKGMSX and content indicator code DKAZ is used to provide COMSC with ocean cargo manifest data. MTMCEA and MTMCWA transceiver manifest data to COMSC via AUTODIN. Activities without AUTODIN capability forward hard copy manifests to MSC Axes Commands, but not to COMSC Headquarters.

G Provide five copies of the manifest to Masters of USNS and time charter vessels (terms of carriage codes 1 or 8) loading cargo overseas for discharge in CONUS.

H This distribution is made only if the vessel's remaining itinerary calls for it to call at a MTMC CONUS terminal.

Distribution is made to the responsible MTMC OCCA. Mailing addresses are:

HQ MTMC Eastern Area
Attn: MTE-ITEB
Military Ocean Terminal
Bayonne, NJ 07002-5000

HQ MTMC Western Area
Attn: MTW-ITX
Oakland Army Base
Oakland, CA 94626-5000

I For hazardous "cargo shipments on MSC controlled ships to WPODs: H (British Isles), J (Northern Europe), K (Western Mediterranean), and L (Eastern Mediterranean), forward one copy of the complete hazardous cargo portion of the ocean cargo manifest to facilitate overseas port clearance of controlled vessels.

J Forward one copy of the manifest via AUTODIN. Overseas manifesting activities that do not have access to ADP/AUTODIN support should mail a hard copy of the manifest to Commander, AMCCOM, Attn: DRSAR-TM, Rock Island, IL 61299-5000.

K Forward manifest data to Marine Corps Logistics Base, Albany, GA, using AUTODIN RIC: RUCLWAA, content indicator code AKAA. If manifests are normally prepared manually, mail a copy of the Marine Corps section as soon as possible.

Figure 3-C-12 (Cont.)

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L When cargo manifest documents cannot be sent to CONUS **WPODs** by AUTODIN or other electronic means, use appropriate mailing address from the following list:

<u>Port</u>	<u>Mailing Address</u>
1B1 - 1D6	Commander Portsmouth Naval Shipyard Portsmouth, NH 03804-5000
1ED	Commanding Officer Naval Air Station Quonset Point, RI 02819-5000 -
All ports beginning with 1E_, except 1ED and 1EF	Commanding Officer Naval Construction Battalion Center Davisville , RI 02854-5000
1EF	Commanding Officer Naval Supply Depot Newport, RI 02840-5000
1G5	Commanding Officer Naval Ammunition Depot, Earle Colts Neck, NJ 07722-5000
All ports beginning with 1F, 1G, 1H, 1J, 1K, 1S, 1T, 1U, 1V, and 1W, except 1G5	Commander Military Ocean Terminal, Bayonne MTMC Eastern Area Bayonne, NJ 07002-5000
1L1, 1LA, 1L2, 1L3	Commanding Officer Baltimore Outport MTMC Eastern Area Dundalk Marine Terminal Baltimore, MD 21222-5000
All ports beginning with 1M	Freight Terminal Officer Attn: Code 402 Naval Supply Center Norfolk, VA 23512-5000

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1N1 through 1N4	Commanding Officer Military Ocean Terminal, Sunny Point MTMC Eastern Area Southport, NC 28461-5000
All ports beginning with 1P, 1Q, and 1R, except 1R1, 1R2, 1R3, 1R4, and 1RB	Commanding Officer Charleston Outport MTMC Eastern Area North Charleston, SC 29406-5000
1R1, 1R2, 1R3, 1R4, and 1RB	Commander MTMCEA Cape Canaveral Outport Patrick AFB, FL 32905-5000-
2A1 through 2A5, 2B2, 2B4, 2C1, 2C2, 2D1 through 2DA, and 2G1 through 2G3	Commanding Officer Gulf Outport MTMC Eastern Area New Orleans, LA 70140-5000
2B1 , 2B3	Commander MTMC Mobile Detachment Gulf Outport P.O.Box 2725 Mobile, AL 36652-2725
2E1 through 2F3	Officer-in-Charge Beaumont Detachment, Gulf Outport MTMC Eastern Area P.O. Box 4043 Beaumont, TX 77704-4043
3A1 through 3F3, except 3CD and 3DC	Commanding Officer Military Ocean Terminal Bay Area Oakland Army Base Oakland, CA 94626-5000
3CD	Commanding Officer Naval Weapons Station Concord, CA 94520-5000

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3DC	Commanding Officer Naval Air Station Alameda, CA 94501-5000
3G1, 3GA	Commanding Officer Naval Construction Battalion Center Port Hueneme, CA 93041-5000
3H series	Commander Southern California Outport Berth 55 San Pedro, CA 90731-5000
3J1, 3JA, 3JB	Commanding Officer Naval Supply Center San Diego, CA 92131-5000
4A1 through 4K1	Commander Pacific Northwest Outport 4735 East Marginal Way South Seattle, WA 98134-5000

Figure 3-C-12 (Cont.)

Distribution of Ocean Bill of Lading

Activity/Agency	Government Bill of Lading		Commercial Bill of Lading Collect--convertible to ● GBL		Commercial Bill of Lading Collect-nonconvertible to ● GBL		Commercial Bill of Lading Prepaid--nonconvertible to ● GBL	
	Copies	Dist 1/ Method	Copies	Dist 1/ Method	Copies	Dist 1/ Method	Copies	Dist 1/ Method
1. Receiving ● ctivity at WPOD designated in B/L or consignee	Two	X	First original and two memo	x	Second original and two memo	X	First -original and two ● emo	X
2. Ocean carrier	Original and two	X	Original GBL with converted first original CBL 2/	x				
3. Activity offering the cargo for booking	One memo (Receipted by carrier's agent)	X	Third original	X	Third original	x	Third original	X
4. MSC paying command 3/	Three ● m	X	Second original ● nd one ● -o plus one GBL with converted CBL 2/	X	First original ● nd two memo	x	Second original ● nd one memo	X
5. Booking office	One ● eBo	X	One memo	x	One ● a o	x	One ● e90	x
6. MSC port representative ● t WPOD unless same ● S 4 above 3/	One memo	X	One memo	x	One memo	x	One memo	x

1/See Figure 3-C-9b for ● xpl anat ion.
2/Distribution made by the receiving ● ctivity at the WPOD.
3/The addresses for MSC Area and Subarea commands are li ● tod in paragraphs ?-1@ ' through F-16h.

Figure 3-C-13

SECTION D. PORTS OF DEMBARKATION (POD) INCLUDING **INTRA-COUNTRY** AIR AND WATER DTS TRANSSHIP PORTS

1. General

a. PODS are authorized points where shipments enter a country, either a foreign country or the United States . A POD may be either an APOD or WPOD.

b. Other ports which process (receive) DTS transshipments from within the country (e. g. , QUICKTRANS, LOGAIR, or the theater interport port ion of an international shipment) follow the same MI LSTAMP requirements. For simplicity of explanation, these **intra-country** DTS transshipments are included with the procedures for PODS.

c. Common user military water terminals (and military sponsored shipments t rans shipped through commercial terminals) in CONUS and at selected overseas locations are operated or managed by MTMC. At other locations, the theater commander provides for water port operation. The LOGAIR and QUICKTRANS air systems are managed by AFLC and NAVSUPSYSCOM respectively. MAC operates or arranges operation of air terminals serving MAC channels flown by scheduled MAC airlift. Aerial ports that are not operated by MAC are provided by the branch of Service that operates them, or, in the case of the Air Force, by the major command concerned

2. Procedures

a. Receiving for transshipment:

(1) Shipments arrive at PODS by either air or water and are usually preceded or accompanied by the appropriate TCMD data in manifest format. Water PODS initiate inquiries seeking corrective action when manifests are late or incorrectly prepared. (Repeated failures are" reported to the DoD **MILSTAMP** System Administrator through Service/TOA channels.)

(2) The POD uses the manifests (received in either automated or manual format) to plan for arrival of the cargo, assemble discharge tallies and clearance forms, produce forwarding documents, expedite shipments, and notify consignees (including **breakbulk** points) or personal property **carriers** of cargo arrival. **With approval of the consignee**, the POD may provide the manifests in automated instead of manual format. In addition, in CONUS, the manifest data is provided to all activities specified by the sponsoring Service.

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(a) Military terminals use manifest data to prepare document at ion for use by the Military activity and to provide commercial carriers documentation for informational use only. The Military terminal gives customs clearance forms to the ocean carrier for vessels discharging at Military ports, but furnishes clearance forms only on request for vessels discharging at commercial facilities. Terminal operators coordinate with local customs officials and provide the documentation prescribed by DoD 5030.49-R (reference v), in CONUS or applicable area requirements overseas. Commercial carriers are directly responsible for manifesting, accounting, reporting, and customs clearance requirements on TGBL shipments.

(b) The Military activity responsible for the POD notifies household goods (Code 5 or T) and baggage (Code 8 or J) carriers or their agents of the impending or actual arrival of personal property shipments. To ensure prompt pickup **and delivery**, the notification is made as soon as possible, but not later than 48 hours after receipt of the manifest. The carrier or agent is provided the following **information**:

- 1 Sponsoring member's name and grade.
- 2 Shipment unit **TCN**.
- 3 **POD** .
- 4 Actual or estimated time of arrival.
- 5 Vessel name and voyage number, if by surface.

(c) Terminal activities also use the manifest to plan security and prompt onward movement of all shipments and especially for safeguarding hazardous, classified, and protected cargo.

(d) Water PODS establish a vessel register or file to document the status of each ship scheduled to arrive for unloading. The register or file contains information and documents such as the cargo traffic message, CORMS and **CORMRs**, stowage plans, and manifests. The WPOD establishes procedures and **followup** action to ensure information in the register is complete.

(3) The discharging activity documents actual receipt of cargo from aircraft or vessels and maintains an audit trail using the manifest, **TCMDs**, or locally produced discharge tallies. Whenever cargo is to be **discharged by a Military activity or its** designated agent, every

reasonable effort is made to inspect the cargo for damage or pilferage prior to removal from the vessel or aircraft. The inspection is always accomplished not later than the first point of rest after discharge.

(a) Air PODS annotate cargo/mail manifests with:

- 1 The **GMT** hour/day the **cargo/mail** is received.
- 2 A circle around the entry for any line item manifested, but not on the aircraft. A short shipment report is forwarded to the manifesting station, each stop-off **point**, and the destination terminal.

(b) Water PODS ensure the discharge documents-include:

- 1 The vessel name (or class and number, if unnamed) and voyage document number.
- 2 The **WPOD**.
- 3 The berth or pier identification.
- 4 The **TCN** of the individual shipment unit if loose; otherwise, the **TCN** of the **major** consolidation container (**SEAVAN**, **CONEX**, etc.).
- 5 The stowage location for breakbulk cargo or **SEAVAN** and seal numbers.
- 6 The commodity code.
- 7 The type pack code.
- 8 The checker's tally of actual pieces.
- 9 The weight and cube from either the manifest or checker's tally.
- 10 Remarks by the checker (e.g., over, short, damaged) .
- 11 Cargo disposition (e.g., to warehouse designation; truck, **railcar**, or barge number; etc.) .
- 12 Signature of checker.

13 Date of the tally .

(c) All PODS prepare a complete **tally** for cargo discharged, but not manifested (sometimes called overlanded) . Such cargo ~~is reported to~~ the POE **and/or** intermediate stops on the itinerary then processed for onward movement to the consignee by the appropriate method as detailed in paragraph D.2.c. Discrepancy information is prepared as detailed in paragraph D.2.b.

(d) Discharge documents are not classified, do not identify the classification of cargo, and contain only that information necessary to properly identify the materiel for accurate piece count and processing. Classified and protected cargo is, however, **discharged** as soon as possible after aircraft or vessel arrival.

b. Reconciling discharge discrepancies:

(1) The POD **reports cargo damage and reconciles discrepancies between manifested shipments and those actually discharged.** The POD eliminates many of the differences by comparison with previous overage or shortage reports, and by communicating with the POE and any other stops on the aircraft or vessel itinerary.

(a) APODs report discrepancies within the period designated by the **major** command (e.g., **AFLC**, **MAC**) . Overages are recorded by the activities which processed the shipment. Unreconciled shortages are reported by the APOD to the requisitioner to allow reordering.

(b) **WPODs** report discrepancies (or the absence of discrepancies) within 14 calendar days using the **CORM** .

1 The **CORM** consists of two parts.

a Part I, the advisory, is the **WPOD's** report to MSC, the **WPOE**, activities with jurisdiction over the cargo movement beyond the **WPOD**, and other selected addressees. It reports the vessel arrival and discharge dates and whether the manifested cargo has or has not changed in quantity or condition while under the control of the ocean carrier. It also advises of any variance from the contract terms that may affect payment of freight charges and permits MSC to promptly process for payment all invoices submitted by commercial steamship operators.

b Part II, the reconciliation, is the **WPOD's** report to the **WPOE** and intermediate ports. It reports apparent damage or pilferage (if any), specifies overages and shortages, and **requests**

verification of shipment details to reconcile any discrepancies. Consolidation containers, including SEAVANS, RORO trailers, CONEXs, etc., are reconciled on a one-for-one basis. **Breakbulk** cargo, however, is reconciled only when there is an overage or shortage in total manifest lines or if individual variances are significant due to value, commodity, etc.

2 The activity responsible for vessel discharge prepares the CORM as detailed in figure 3-D-1 and forwards it by ETM to the following:

a The activity responsible for the WPOE (for CONUS see figure 3-C-12) .

b MSC areas/subareas where cargo is/was loaded or discharged (appendix F, paragraph 16.) .

c For cargo loaded in CONUS, the MTMC area command for the WPOE (appendix J) .

d As information addressees, the OCCA that booked the cargo and the activity responsible for each port on the vessel itinerary where Government cargo is/was discharged.

3 In answer to the CORM, the WPOD receives the ~~CORMR~~ from the WPOE. The use and content of the ~~CORMR~~ are detailed in paragraph C.2.d. (2) (b) 7.

4 The WPOD reports unreconciled discrepancies, and discrepancies to Government-owned dunnage and lashing gear, according to the requirements of **joint** regulation AR 55-38 (reference q).

(2) The POD forwards shipments received (on hand), but not manifested for discharge at that activity, as soon as possible. Those shipments for consignees serviced by the POD are forwarded, with documentation produced by the POD, according to the procedures detailed in paragraph D.2.c. Shipments for consignees not serviced by the POD are forwarded according to the following procedures.

(a) The APOD reports the unmanifested shipment to the APOE within 24 hours of receipt. To preclude further delay, the APOD processes **the cargo as** an intransit shipment and forwards it to the correct destination terminal by the first available aircraft. The APOD also prepares **any necessary documentation for manifesting and further cargo accountability.**

(b) The WPOD reports, as soon as possible, cargo which has been discharged prior to reaching the destination port (shortlanded) or cargo for a previous port found still on board the vessel (overcarried) . The report is made by priority ETM to the consignee, the **WPOD** shown **on** the cargo, the **WPOE**, the appropriate booking activity, and (when prescribed by the theater commander or sponsoring Service) the supply management activity.

1 If the cargo was shortlanded due to a diversion, the WPOD forwards the cargo as detailed in paragraph **D.2.f. (2) (d)**. If the cargo is shortlanded for any other reason, the discharging WPOD determines the reason for early discharge and coordinates with the activities/Agencies indicated in (b) above to ensure shipment **to the** consignee. Disposition action is reported on the CORM and the cargo is usually forwarded on the next available vessel which has proper routing and timely delivery. The terminal forwarding the cargo provides manifest documentation at the time of reshipment..

2 When a WPOD discovers overcarried cargo, the vessel's itinerary is reviewed (before discharge, if possible) to determine the best port at which the cargo should be discharged. The WPOD doing the review considers the ports at which the vessel will **call** as well as the shipping available between those ports and the intended destination of the cargo. To preclude unnecessary handling and **backhauls**, the shipper, consignee, or WPOD to which the cargo was originally manifested provides disposition instructions prior to actual reshipment. Finally, if the ocean carrier is responsible for the overcarriage, the discharging terminal takes action with MSC through the booking office to ensure the Government is reimbursed for any additional handling or transportation costs incurred.

c. Clearing cargo from the POD. After cargo is discharged from the aircraft or vessel, the shipments are forwarded to the consignee. At APODs the **ITO/TMO** usually arranges **the** onward movement, while at **WPODs** the Military activity responsible for the port arranges onward movement. SEAVANS, regardless of where discharged, are forwarded, as manifested, to the SEAVAN consignee including breakbulk points, either directly **or** via stop-offs.

(1) When shipments arriving at air terminals are to continue movement by air in the DTS, the air **terminal coordinates transshipment arrangements (including necessary air clearances)** . All other onward movement, including local surface delivery or reentry into the DTS at a different air terminal, is arranged by the responsible transportation office (ITO, TMO, etc.) . The APOD provides the applicable manifest and

intransit data to allow timely onward movement. The responsible transportation office, in turn, secures necessary clearances and forwards the shipment using a DD Form 1385 (manifest) for Government trucks, a GBL/CBL for commercial delivery, or other applicable documentation.

-After movement, the responsible transportation office advises the air terminal (by TCN, carrier, bill number, and hour/day) how and when the onward movement was made. Local procedures are established to ensure cargo leaving the APOD is actually received by the consignee.

(2) The Military terminal activity responsible for the WPOD begins arranging onward movement of cargo upon receipt of the vessel manifest. These arrangements include planning for necessary port clearance transportation, reviewing the compatibility and other pertinent characteristics of hazardous materials, and (when possible) preparing movement documents in advance of vessel discharge. After discharge, the WPOD reports cargo availability to the consignee, either directly or through an established MCA.

(a) When notified that delivery can be accepted, the Military terminal or MCA coordinates the onward movement within priorities on a first-in/first-out basis unless the RDD or advice by the consignee or sponsoring Service indicates an overriding urgency for (a) particular shipment(s). Actual onward movement is documented according to local procedures on a DD Form 1384, DD Form 1385, GBL/CBL, or similar applicable document containing essential TCMD data (TCN, WPOD, consignee, pieces, weight, and any applicable SEAVAN and seal numbers) .

(b) Inland (local) drayage or linehaul movement of SEAVANs contracted under the MSC Container Agreement and Rate Guide (reference p) is not documented on a bill of lading unless part of the movement is arranged or paid for by the Government directly (not by the ocean carrier) . This responsibility for payment is indicated by the SEAVAN service code in rp 16 of the SEAVAN TCN (see paragraph C.10.).

1 If the destination service code (rp 16) is "K," indicating the ocean carrier's responsibility ends at the ocean terminal, the activity responsible for the WPOD issues a bill of lading for the inland line haul or drayage of the SEAVAN. The preparing activity includes in the bill of lading: the SEAVAN TCN (from the manifest) , the TCN of each shipment unit in the SEAVAN, and the full van and seal numbers. The bill of lading is distributed as detailed in the DTMR (reference j), or applicable theater directives.

2 If the destination service code (rp 16) is L, M, or 1-9, indicating the inland movement from the WPOD is the

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responsibility of the ocean carrier, the terminal activity does not issue a bill of lading. Instead of a bill of lading, the activity issues a manual TCMD (DD Form 1384) or similar nonnegotiable document according to local procedures. The document includes the SEAVAN prime data with the **seal** and van number and the activity retains a signed copy to record acceptance by the carrier.

3 The terminal activity coordinates with the theater commander or (in CONUS) MTMC to ensure the consignee receives, as a minimum, advance manifest data and anticipated delivery date. The terminal activity also establishes procedures to enable complete records of receipt, detention, and accountability of SEAVANS. If notified by the consignee that a SEAVAN has not been received, **the** terminal activity takes action to trace the SEAVAN including notifying the clearance authority/booking office and security authorities, if appropriate.

(c) Security of cargo, especially protected or classified cargo, is ensured by the Military terminal responsible for the WPOD. To further enable accountability and timely movement of cargo from **the** port, the terminal or (in CONUS) MTMC maintain a detailed inventory of cargo onhand. This inventory includes such details as:

1 TCN .

2 For applicable **shipments, the SEAVAN number and** owner's identification

3 Consignee.

4 **Cargo/SEAVAN** location in the terminal area.

5 Vessel name and voyage number from which the cargo was discharged.

6 **Cargo/SEAVAN** discharge date and age.

7 Pieces, weight, and cube for each consignee (with a separate list for protected and classified cargo) .

8 TP and RDD.

(d) The owners (or owners' agent) of all POVS discharged by the WPOD and cleared by customs are promptly notified their vehicles are available. Further requirements, including documentation, are contained in applicable personal property regulations.

(e) Local procedures are established to document forwarding of cargo from the WPOD to the consignee. Shortages and pilferages are reported to the appropriate security authorities. While similar, these procedures do not replace those required by joint regulation AR 55-38, et al. (reference q) .

d. The POD may also submit intransit data for use in measuring transportation performance in the movement of MILSTRIP shipments. The responsibilities for intransit data preparation vary at different types of PODS. General requirements are listed below with specific instructions detailed in appendix L.

(1) Final LOGAIR or other intratheater airlift terminals (except **QUICKTRANS**) submit intransit data with DI TK3 for shipments received unless the shipments are intended for onward movement overseas. If the consignee is not located on the same installation as the **terminal** and there is no local agreement for the terminal to make **the delivery** entry, the APOD sends the DI TK3 to the consignee.

(2) MAC APODs submit intransit data with DI **TK6 for** shipments received. The APOD may also enter the consignee receipt date (**rp** 15-17) when it can be determined and an appropriate local agreement has been reached with the consignee.

(3) **WPODs** do not complete intransit data since the discharge date is reported by the WPOE as determined from the CORM.

e. **The WPOD also accomplishes CBLs or prepares GBLs for cargo which** moved over ocean on a CBL. The requirements are detailed in paragraph C.2.d. (2) **(b) 6c(2)** and **(3)**.

f. Holding, diverting, and tracing shipments are all actions in which the POD may be **involved due to irregular or interrupted movement of** cargo in the DTS. In addition to the instructions below, formats for documenting these actions are detailed in appendix M.

(1) The POD may hold and/or **divert a** shipment at the request of the sponsoring Service or for such reasons as an embargo. The hold is intended to be brief and only long enough for the POD to receive diversion/disposition instructions from the sponsoring Service or clearance authority. As an exception to blanket holds placed on shipments **during** mass cancellation situations, shipments with "555" in the **RDD** field (**rp** 54-56) are not held, but processed through the POD in accordance with the transportation priority on the **TCMD**.

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(2) A transportation diversion is normally limited by cost, but may be a change of mode (e.g. , theater truck to theater air) , a change of destination, and/ or a change of route.

(a) Once a shipment has left the shipper, the cost of handling normally limits diversion (**or** hold) authorization. In addition, after leaving the shipper, only complete shipment units are diverted; i.e., individual items are not removed from multiple line shipment units nor is a shipping container removed from a multicontainer shipment unit with one TCN.

(b) After the shipment has reached the POD, a diversion between modes normally occurs **only as a** result of a change in the urgency of need. Such **a** change may result in a planned surface shipment **being** moved by air and is coordinated **by the** applicable theater or CONUS clearance authority.

(c) A diversion to a different consignee or destination may result from conditions such as:

1 Strikes, national disturbances, or acts of God.

2 **Supply cancellations.**

3 Terminations of **projects.**

4 Changes in logistics buildup.

5 Modification of permanent change of station orders authorizing personal property shipments.

6 Change in the receiving locations for mobile units.

(d) Diversion in the route of a shipment normally occurs within a particular mode (i.e., air or water) and is usually directed by the clearance authority. Such a diversion may result in some or all of the cargo onboard an aircraft or vessel being discharged at other than the originally manifested POD.

1 The command authorized to request a diversion notifies, by EIW-or automated format, all concerned parties; **i.e., POEs,** all PODS (old and new) on the itinerary, and (for surface) the MSC area/subarea commands having cognizance over the old and new **WPODs.** When cargo or an entire aircraft or vessel is diverted, the new POD **assumes**

the responsibility for cargo discharge, documentation, discrepancy reporting, and disposition of the cargo.

2 Whenever possible, the old WPOD provides the new WPOD with cargo manifests and supporting documents for all shipments to be discharged. The old WPOD retransmits the manifest as originally prepared instead of remanifesting to indicate the diversion. In the air system, the cargo manifest documents and/or cards are usually onboard the aircraft. When not possible for the old WPOD to retransmit the manifest, or when the aircraft is not carrying the manifest, the new POD prepares a manifest based on the discharge tallies. Required customs documentation not accompanying the shipment is forwarded from the old POD to the new POD by the fastest means available. Diversion instructions **account** for all cargo aboard a diverted aircraft or vessel.

(3) Shipment tracing through MILSTAMP allows the requesting or receiving activity to use modified supply system data to locate a shipment in the transportation system. While tracing assistance is normally obtained from the clearance authorities, the POD may occasionally be asked for shipping &ta. The POD responds to such requests by providing all available information. The formats used for tracing are prescribed in appendix M.

9" After completing a shipment, the POD maintains records detailing the actions undertaken. Various Service publications detail the length of time and method for keeping such files.

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Cargo Outturn Advisory and Reconciliation Message

FROM : Vessel discharging activity
TO: Activity responsible for **WPOE**
MSC area/subarea command of the **WPOE** MTMC area
command for CONUS loaded cargo
INFO : Activity responsible for each port of call
Booking office that booked the cargo

SUBJ: Cargo Outturn Advisory and Reconciliation Message

1. PART 1 - ADVISORY.

2. Enter the WPOD in code and clear text as well as the three position day of the year of vessel arrival and discharge completion. If cargo has been diverted from another port, indicate the port from which it was diverted following the discharge data. For example:

POD - **JF1** BREMERHAVEN 278/281
POD - **JF1** BREMERHAVEN 278/281 DIVERSION FROM **JG1** ROTTERDAM

3. Enter name, voyage number, and vessel status/terms of carriage for the vessel on which the cargo was manifested. If the cargo is received on a different vessel, indicate the delivering vessel in parentheses following the basic entry. For example:

SS NEVERSINK A1234 61
SS NEVERSINK **A1234** 61 (SS LEAKS ALOT)

4. Enter an indicator of manifest receipt, the number of supplements **received**, and the ocean bill of lading number, if applicable. For example:

MANIFEST RECEIVED NO SUPP
MANIFEST AND SUPP 1 RECEIVED GBL x7654321

5. Determine the agency responsible for each discharge element:
- The agency that discharged the cargo
 - Agency responsible for discharge costs.
 - Agency responsible for paying port charges.

Figure 3-D-1

<u>Agency</u>	(a) <u>Discharging</u>	(b) <u>Paying Discharge costs</u>	(c) <u>Paying Port costs</u>
Us. Army	DISARM	REARM	Pcus
U.S. Navy	DISNAV	RENAV	Pcus
U.S. Air Force	DISAF	REAF	Pcus
Commercial operator	DISOP	REOP	PCOP
Foreign government (MAP)	DISGOV	REGOV	PCGOV

Select and enter codes from the above table as per the following example:

DISARM/REARM/PCUS

6. Enter the WPOE and indicate whether all cargo manifested was received in apparent good order (CAGO) or with discrepancies including overages, shortages, or damage (OSOD) . For example:

1GC CAGO
1GC OSOD

7. Enter "PART 11 -- RECONCILIATION."

8. a. If the entry for cargo condition (paragraph 6) was CAGO, enter "NEGATIVE . " No further entries are necessary.

b. If the entry for cargo condition (paragraph 6) indicates an overage and/or shortage, detail the discrepancies by line entries for each WPOE under the following column headings:

<u>Heading</u>	<u>Data Indicated</u>
ITEM	Item number. Enter sequentially starting with 1 for each WPOE
TCN	Transportation Control Number
CNTR NO	Container number (SEAVAN, MILVAN, RORO, CONEX)
OWNER	Cent airier owner code (SEAVAN/MILVAN only)
COMMOD	Commodity/special handling code
PACK	Type pack code
MANIF	Number of pieces manifested
DISCH	Number of pieces discharged

Figure 3-D-1 (Cent.)